

AGENDA

Rev 12-14-07

**BOARD OF COMMISSIONERS
SPECIAL MEETING
315 WEST SECOND STREET
FRANKFORT, KY 40601
502/875-8500**

**DECEMBER 17, 2007
5:30 P.M. (EST)**

1. INVOCATION

Rev. Jackson Brewer, First United Methodist Church

PLEDGE OF ALLEGIANCE

John Hammond

ROLL CALL

MINUTES

November 26, 2007 Regular Meeting

MAYOR'S REPORT

- Presentation of National League of Cities Certificate
- Inauguration Report

2. CEREMONIAL ITEMS

- 2.1 Background:** The Board of Commissioners traditionally recognizes City employees who are retiring or are being promoted within the various City departments. At this meeting, the following individuals will be in attendance:

- George G. Quire Building Maintenance III, Police Department, retiring after 24 ½ years.

3. ORDINANCES

- 3.1 SECOND READING:** An Ordinance amending Frankfort Code of Ordinances Chapter 37, Personnel; City Employees, Section 37.05, Bankruptcy Effect.

Purpose: To revise Frankfort Code of Ordinances, Section 37.05 so that an employee cannot be disciplined for exercising the right to file a bankruptcy petition.

Background: Frankfort Code of Ordinances, Section 37.05 currently provides that an employee can be discharged if the employee files a bankruptcy petition. This provision is contrary to federal law. Accordingly, the ordinance requires revision so that it does not violate federal law.

This ordinance had its first reading on November 26, 2007.

Recommendation: Approval

Attachments:

- Ordinance

Contact Person

Name: Robert C. Moore
Title: City Solicitor
Department:
Phone: 502/227-2271
Email: rmoores@hazelcox.com

- 3.2 SECOND READING:** An Ordinance amending the City of Frankfort Code of Ordinances, Chapter 151 –

by amending the City of Frankfort's Subdivision and Development Plan Regulations - Ordinance No. 26, 2007 Series, Ordinance No. 20, 2006 Series, Ordinance No. 23, 2005 Series, and Ordinance No. 3, 2004 Series, being the adopted Subdivision and Development Plan Regulations for Frankfort and Franklin County, by amending Section 1.15.00; 7.11.00; 2.03.02.S, 3.03.02.S; 4.03.02.Q; 7.05.03; 7.05.04; 7.08.06; 7.09.05; 2.03..07; 3.03.07; 4.03.07; 2.03.09; 3.03.09; 4.03.09; Part 2, Figure 2.11; Part 3, Figure 3.11; and 4.04.02 as indicated in the attachment of this Ordinance

Purpose: To amend the City's Subdivision and Development Plan Regulation ordinance by adding the Subdivision Update Committee as an authorized entity to initiate amendments to the textual provisions of the regulations and amendments to the Urban, Suburban or Rural Area map; to accept the American Association of State Highway and Transportation Officials (AASHTO) road design standards for Thoroughfares and Neighborhood Streets within the Urban, Suburban and Rural development areas; to remove the petition period relating to approval of plats and development plans; to amend the design standards of an emergency vehicle access and the width of the raised median required for driveways that have more than 2 lanes; and to remove conflicting text concerning utilities to be installed in easements and/or rights-of-ways as recommended by the Joint Frankfort/Franklin County Planning Commission.

Background: On November 20, 2003 the Subdivision and Site plan regulations were adopted. On November 28, 2005 the City of Frankfort adopted the amendments as recommended by the Planning Commission, with the exception to the open space requirements. A joint city/county open space committee was formed to resolve this remaining issue. On September 25, 2006, the City of Frankfort adopted text amendments regarding the open space requirements. On August 27, 2007, the City of Frankfort adopted text amendments regarding the issuance of certificates of occupancy.

On August 20, 2007, the Subdivision Update Committee recommended 5 areas to be amended as the first of several amendments to these regulations. On September 13th the Planning Commission initiated text amendments to the Subdivision regulations. On October 18th the Planning Commission unanimously approved the proposed text amendments other than request to allow the American Association of State Highway and Transportation Officials (AASHTO) road design standards for Thoroughfares and Neighborhood Streets within the Urban, Suburban and Rural development areas. This one section was tabled to November 13, 2007, which the Planning Commission then unanimously approved the text amendment.

This Ordinance had its first reading on November 26, 2007.

Recommendation: Approval

Attachments:

- Ordinance
- Text amendments with strikeout and underline text provided.

Contact Person

Name:	Gary Muller
Title:	Director
Department:	Planning and Building Codes
Phone:	502/875-8500
Email:	gmuller@frankfort-ky.gov

3.3 FIRST READING: An Ordinance accepting Berry Hill Drive and a portion of Leawood Drive as a public street.

Purpose: The purpose of this item is to consider an ordinance to accept Berry Hill Drive and a portion of Leawood Drive as shown on the Villas of Berry Hill plat into the city street system for maintenance.

Background: Berry Hill Drive and a portion of Leawood Drive were approved and constructed in 2007 and have been used by the public since that time. Berry Hill Drive has been inspected and any deficiencies noted have been corrected. The street meets the requirements that were specified at the time of approval. Approval of the ordinance to accept the streets will complete the official action required for acceptance into the City street system. The effective date of the City's street acceptance will be the date the Villas of Berry Hill final subdivision plat is recorded in the Franklin County Clerk's office.

Recommendation: Approval

Attachments:

- Ordinance
- Request letter dated 5/4/2006

Contact Person

Name: Jeff Hackbart
Title: Director
Department: Public Works
Phone: 502/875-8500
Email: jhackbrt@frankfort-ky.gov

- 3.4 FIRST READING:** An Ordinance closing an unnamed alley intersecting Holmes Street between Collins Street and Hudson Street.

Purpose: The purpose of this item is to close an unnamed alley on Holmes Street between Collins Street and Hudson Street.

Background: The unnamed 15' wide alley is within part of Park Place Subdivision (DB 55 PG 174-175) and bisects lots 63-66 and 73-76 and beyond. Mr. Art Montfort, owner of the property abutting the above alley on both sides of the alley, has requested that the right of way be closed since it is no longer being used as a public street. Art's Electric Properties I, LLC, or its predecessor in interest, constructed buildings on the unnamed alley many years ago and has also paid property tax on the property. Ownership of this alley will be conveyed to Mr. Art Montfort.

Recommendation: Approval

Attachments:

- Ordinance
- Request letter dated 10/24/07

Contact Person

Name: Jeff Hackbart
Title: Director
Department: Public Works
Phone: 502/875-8500
Email: jhackbart@frankfort-ky.gov

- 3.5 FIRST READING:** An Ordinance amending Frankfort Code of Ordinances Chapter 71, Traffic Rules; Section 71.50, Definitions.

Purpose: To consider amending the ordinance to include a race within the definition of a parade for permitting purposes.

Background: The current ordinance does not specifically include races within the definition of a parade. However, in order to ensure that permits are properly issued prior to any type of a race held on Frankfort City Streets, it is recommended that the definition of parade be amended to include races.

Financial Analysis: The proposed amendment will not have a financial impact on the City of Frankfort.

Recommendation: Approval

Attachment:

- Ordinance

Contact Person

Name:	Mark Wilhoite	Robert Moore
Title:	Police Chief	City Solicitor
Department:	Police	
Phone:	502-875-8549	502/227-2271
E-mail:	MWilhoite@frankfort-ky.gov	rmoore@hazelcox.com

3.6 FIRST READING: An Ordinance amending Frankfort Code of Ordinances Chapter 71, Traffic Rules; Section 71.52, Application For Permit.

Purpose: To consider amending the ordinance to provide that the application for a parade permit shall be filed not less than 21 days or not more than 60 days before the date of the parade.

Background: The current ordinance states that the application may be filed within 5 days of the parade. The proposed amendment would state that the application for a parade permit shall be filed not less than 21 days or not more than 60 days before the date of the parade.

Financial Analysis: The proposed amendment will not have a financial impact on the City of Frankfort.

Recommendation: Approval

Attachment:

- Ordinance

Contact Persons

Name:	Mark Wilhoite	Robert Moore
Title:	Police Chief	City Solicitor
Department:	Police	
Phone:	502/875-8549	502/227-2271
Email:	MWilhoite@frankfort-ky.gov	rmoore@hazelcox.com

3.7 FIRST READING: An Ordinance amending Frankfort Code of Ordinances Chapter 71, Traffic Rules; Section 71.53, Application For Permit.

Purpose: To consider amending the ordinance to add the requirement for the applicant for a permit to hold a parade to provide public notice of the date and time of the parade and the parade route, no less than 7 days prior to the date of the parade.

Background: The current ordinance does not require the applicant to provide public notice of the date and time of the parade and the parade route. This has caused confusion in the past for persons living in the area of the parade or wanting to drive into or through the parade route. Adding a requirement to provide public notice should help to avoid this confusion in the future.

Financial Analysis: The proposed amendment will not have a financial impact on the City of Frankfort.

Recommendation: Approval

Attachment:

- Ordinance

Contact Person

Name:	Mark Wilhoite	Robert Moore
Title:	Police Chief	City Solicitor
Department:	Police	
Phone:	502/875-8549	502/227-2271
Email:	MWilhoite@frankfort-ky.gov	rmoores@hazelco.com

4. ORDERS

None

5. RESOLUTIONS

- 5.1 Resolution authorizing the acceptance of grant funds from the Commonwealth of Kentucky Commerce Cabinet, Kentucky Department of Fish and Wildlife Resources for the Cove Spring #1 Stream Restoration and Enhancement Project and designating the Mayor to execute all documents pertaining to this grant including the Memorandum of Agreement.

Purpose: The purpose of this item is to consider acceptance of funds for the Cove Spring #1 Stream Restoration and Enhancement Project from the Kentucky Department of Fish and Wildlife Resources and designating the Mayor to execute all documents pertaining to this funding including the Memorandum of Agreement. Adoption of the Resolution will allow the Mayor to sign all administrative documents required to submit and process the funding.

Background: The City and the KDFWR submitted a Letter of Intent to the Mitigation Review Team to restore and enhance Cove Spring in June of 2007. The Kentucky Department of Fish and Wildlife Resources has funds available for Stream Mitigation Projects and would like to conduct a project at Cove Spring Park and Nature Preserve. The City will administer the funding and oversee the project.

Financial Analysis: This grant does not require a match. The grant requires that the city administer the grant and there are funds available to reimburse the city for staff time on this project.

Attachments:

- Resolution
- Letter of Intent
- Design Contract
- Memorandum of Agreement

Contact Persons:

Name:	Steve Brooks	Rebecca Hall
Title:	Director	Grants Manager
Department:	Parks, Recreation & Historic Sites	City Manager
Phone:	502/352-2029	502/875-8500
Email:	sbrooks@Frankfort-ky.gov	rhall@Frankfort-ky.gov

- 5.2 A Resolution of the City of Frankfort, Kentucky authorizing the Mayor to enter into an Agreement with the Transportation Cabinet's Department of Highways and to execute any documents which are deemed necessary by the Transportation Cabinet to facilitate this project.

Purpose: Authorization for the Mayor to sign a Memorandum of Agreement with the Transportation Cabinet's Department of Highways to accept funds (\$14,600.00) for reimbursement to provide safety improvements at the intersection of US 127 and Post Office Road in the City of Frankfort.

Background: The City and the Department of Highways are in agreement that they would like to provide safety improvements at the intersection of US 127 and Post Office Road in the City of Frankfort. The City's Public Works Department has agreed to make necessary improvements to accomplish this

project and the Department of Highways has agreed to reimburse the City for up to \$14,600.00 for these improvements.

Financial Analysis: The City will be responsible for any expenses above the \$14,600.00 reimbursement from the Department of Highways.

Recommendation: Approval

Attachments:

- Resolution
- Memorandum of Agreement

Contact Person:

Name: Jeff Hackbart
Title: Director
Department: Public Works
Phone: 502/875-8500
Email: jhackbart@frankfort-ky.gov

5.3 Resolution accepting the pedestrian-bicycle plan submitted by WalkBike Frankfort.

Purpose: To adopt a Resolution to accept the report of "WalkBike Frankfort" which identifies high priority projects to make Frankfort a more pedestrian and bicycle-friendly city.

Background: In November 2006, the City Commission gave a mandate to 'WalkBike Frankfort,' a citizen's group, to consult the public on ways to make Frankfort a more pedestrian and bicycle-friendly community. Representatives of Public Works, City Parks, Planning and Zoning, and Police were appointed to serve as city liaisons to the group. Public meetings were conducted throughout 2007, with several neighborhood design charettes used to identify potential projects, on-the-ground route evaluations used to assess project feasibility, and a public meeting held to prioritize the most promising projects. The process culminated in the development of a 'top-10' list of projects that will make walking or biking between neighborhoods, schools, parks, and commercial areas safer, faster, and more appealing.

The goals presented by the committee establish the top-priority project as a short-term (1 -3 years) goal, and the 'top-10' projects as the medium-term goals (10-20 years). Funding opportunities from federal and state government sources should be explored, as well as collaborative efforts with Franklin County Fiscal Court. Funds to match successful grants applications should be budgeted in the Fiscal Year 2008-2009 City Budget.

Financial analysis: The public consultation and evaluation process was conducted without municipal funds, thanks to more than 1,100 volunteer hours donated by more than 100 citizens. Successful grant applications have the potential to cover most of the cost of each project. The top-ranked project is a multi-use loop between downtown and Cove Springs Park consisting of a riverside trail and a rail trail. This project can be completed in two phases, each costing approximately \$225,000. Federal Transportation Enhancement funds will be targeted to cover 80% of this cost, leaving approximately \$45,000 per phase to be covered by local contributions, including in-kind contributions.

Attachment:

- Resolution
- Priority Loops and Links Map, Walk/Bike Frankfort, 2007.

Contact Person:

Name: Steve Brooks
Title: Director
Department: Parks, Recreation and Historic Sites
Phone: 502/875-8575

Email: SBrooks@Frankfort-Ky.gov

- 5.4** Resolution authorizing the City of Frankfort to submit an intent to apply for Transportation Enhancement funding for construction of a shared use path from downtown Riverview Park to Cove Springs Park.

Purpose: To authorize the filing of an Intent to Apply for Transportation Enhancement funding for construction of a shared use path from downtown Riverview Park to Cove Springs Park and to authorize the Mayor to execute all grant documents pertaining to this application.

Background: In November 2006, the City Commission gave a mandate to 'WalkBike Frankfort,' a citizen's group, to consult the public on ways to make Frankfort a more pedestrian and bicycle-friendly community. The goals presented by the committee establish the top-priority project as a short-term (1 -3 years) goal, and the 'top-10' projects as the medium-term goals (10-20 years). Funding opportunities from federal and state government sources should be explored, as well as collaborative efforts with Franklin County Fiscal Court. Funds to match successful grants applications should be budgeted in the Fiscal-Year 2008-2009 City Budget.

Financial Analysis: Submitting an Intent to Apply to the Transportation Cabinet does not obligate the City of Frankfort to proceed with this project. If the project is eligible under Transportation Enhancement Guidelines the City will be invited to submit a full application. At that time Walk/Bike Frankfort will return to the Commission for authorization. If the project is eligible and the Commission decides to go forward with the full application the local match would be 20% of the project costs. This project can be completed in two phases, each costing approximately \$225,000. Federal Transportation Enhancement funds will be targeted to cover 80% of this cost, leaving approximately \$45,000 per phase to be covered by local contributions, including in-kind contributions.

Recommendation: Approval

Attachment:

- Resolution

Contact:

Name:	Steve Brooks	Rebecca Hall
Title:	Director	Grants Manager
Department:	Parks, Recreation and Historic Sites	City Manager
Phone:	502/875-8575	502/875-8500
E-Mail:	SBrooks@Frankfort-Ky.gov	Rhall@Frankfort-ky.gov

- 5.5** Resolution Concerning Energy Efficiency And Climate Change.

Purpose: On Monday, December 10, 2007, the City Commission received the Recommendations to the City of Frankfort from the Mayor's Task Force on Energy Efficiency and Climate Change ("Task Force"). The City Commission discussed the preparation of a Resolution to adopt recommendations 1, 3 and 4 of the from the Task Force report presented to the City Commission.

Background: The City Commission received the Recommendations to the City of Frankfort from the Task Force on Energy Efficiency and Climate Change. The City Commission discussed the preparation of a Resolution to adopt recommendations 1, 3 and 4 of the Task Force concerning the reduction of utility costs and energy use through more efficient operations and conservation, education and awareness and strategies for meeting certain goals under the US Mayors Agreement for Climate Protection.

Financial Analysis: The City Energy Team ("Energy Team") to be created as a result of the resolution will be working to reduce utility costs and energy.

Recommendation: Approval

Attachment:

- Resolution

Contact Person:

Name: Rob Moore
Title: City Solicitor
Department:
Phone: 502/227-2271
Email: rmoores@hazelcox.com

6. CONSENT CALENDAR

Items on the Consent Calendar are considered to be routine by the Board of Commissioners and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent Calendar and considered separately. The City Manager will read the items recommended for approval.

6.1 To approve the Parks, Recreation and Historic Sites Rates Schedule for 2008 (Parks, Recreation and Historic Sites)

Purpose: The purpose of this item is to consider approving the rates schedule for the Parks, Recreation and Historic Sites Department for the 2008 season.

Background: At the November 19, 2007 Parks, Recreation, and Historic Sites Advisory Board meeting, the Board recommended that rates be increased \$5.00 per participant in parks and recreation baseball and softball programs for the 2008 season. This will allow the department to purchase training films and materials for youth coaches. The department has not had an increase in programs in four years. Therefore, for Instructional League Baseball and Softball, Minor League Baseball and Softball, Cal Ripken Baseball, and Little League Softball, the rate will increase from \$50.00 to \$55.00. The rate for NSA Girl's Softball and Babe Ruth Baseball will increase from \$70.00 to \$75.00. All other rates will remain the same as in 2007.

Recommendation: Approval

Attachment:

- Rate Schedules for the past five years.

Contact Person

Name: Steve Brooks
Title: Director
Department: Parks, Recreation and Historic Sites
Phone: 502/875-8575
Email: SBrooks@frankfort-ky.gov

6.2 To approve the 2006-2007 Annual Audit for the City of Frankfort (Finance Department).

Purpose: To consider the 2006-2007 Annual Audit for the City of Frankfort as prepared by Charles T. Mitchell Co.

Background: The 2006-2007 Annual Audit has been completed and was presented to the Board at the 12-10-07 Work Session.

Financial Analysis: Funding in the amount of \$16,500 is allocated in the General Fund Account 100.00.53220 and \$10,000 is allocated in the Sewer Account 200.68.53220 for a total payment to Charles T. Mitchell Co of \$26,500.

Recommendation: Approval

Attachments: None - Audit previously provided

Contact Person:

Name: Steve Dawson
Title: Director
Department: Finance
Phone: 502/875-8500
Email: sdawson@frankfort-ky.gov

- 6.3** To declare Police canine, Marco, as surplus property and obtain authorization to retire March according to General Orders (Police Department).

Purpose: The purpose of this item is to declare Police canine, Marco, as surplus property and receive authorization to retire Marco.

Background: Marco began service in the Police Department in January 2002. General Order 412.07 makes provisions for the retirement of Police canines and transfer of ownership to the handler if he is willing to accept responsibility for the care of the dog. Officer Michael Frazee, Marco's handler, has agreed to accept financial responsibility and liability for his care.

Financial Analysis: None

Recommendation: Approval

Attachment:

- Copy of General Order 412.07

Contact Person

Name: Walter M. Wilhoite
Title: Chief
Department: Police
Phone: 502/875-8523
Email: mwilhoite@frankfort-ky.gov

- 6.4** To authorize purchase of a 2008 Chevrolet Silverado 3500HD 4WD Ext. Cab through State Contract Pricing (Sewer Department).

Purpose: To authorize purchase of 2008 Chevrolet Silverado 3500HD 4WD Ext. Cab 161.5" wheel base truck from Jeff Jones Chevrolet Pontiac Buick, Inc. through State Contract Pricing for the Sewer Department collection crew.

Background: This will be a utility vehicle for construction crew that will replace Unit 92 VIN#6895 (#6840000011) in the 2008 City Surplus Sale.

Financial Analysis: Funds are available in Account No. 300.68.56550. The State Contract price is \$44,178 (State Contract #C-05418618).

Recommendation: Approval

Attachment:

- Quote

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director

Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort-ky.gov

- 6.5** To approve Change Order No. 1 with MTN Construction, Inc. for improvements to the Septage Pit at the WWTP (Sewer Department).

Purpose: The purpose of this item is to consider approval of Change Order No. 1 with MTN Construction Inc., for improvements to the Septage Pit at the WWTP.

Background: In August 2007 the Sewer Department awarded a contract to MTN Construction Inc. to expand and improve performance of the Septage Pit at the WWTP. During construction, the Sewer Department requested 2 changes that resulted in additional costs to the Department. These changes corrected some additional operational issues not included in the original design.

This change order of \$6,057.35 is based upon the requests made by the Department.

Total cost of the project to date is as follows:

➤ Original Contract	\$ 70,875.00
➤ Change Order No. 1	\$ <u>6,057.35</u>
	\$ 76,932.35

Financial Analysis: Funds are available in Account No. 300.68.56550.

Recommendation: Approval

Attachment:

- Change Order No. 1

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wrscalf@frankfort-ky.gov

- 6.6** To authorize award of a professional service contract to Webster Environmental Associates, Inc. for Odor Study of the collection system on the west side of Frankfort (Sewer Department).

Purpose: The purpose of this item is to consider an award of a professional service contract to Webster Environmental Associates, Inc. (WEA) for an Odor Study of the collection system on the west side of Frankfort

Background: In August the City Commission authorized the Sewer Department to advertise Requests for Qualifications for an odor study for a portion of the collection system. Based upon their qualifications, the Sewer Department is recommending an award to WEA to perform the study.

The Department is recommending an award in the amount of \$47,080 to cover the cost of this study. The WEA proposal is in the amount of \$42,800, which covers the cost of investigation, sampling, testing and final report. The additional \$4,280 (10 percent) is to cover any additional testing that may be required once the project is underway. If no additional testing is required, this money will not be used.

Financial Analysis: Funds are available in Account No. 200.68.53265.

Recommendation: Approval

Attachments:

- Scope of Work
- Professional Services Agreement (Being reviewed by City Attorney)

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort-ky.gov

- 6.7** To authorize award of an emergency contract to replace electric and conduit at Old Lawrenceburg Road Pump Station/Force main (Sewer Department).

Purpose: Authorization to award emergency contract to replace electric and conduit at Old Lawrenceburg Road Pump Station/Force main.

Background: During excavation for a force main break from the Old Lawrenceburg Road Pump Station, a section of the bank slide due to wet conditions and damaged the electrical feed to the pump station. The electrical conduit and the electrical service must be replaced to bring the station back on line. The electrical conduit is between 30 and 35 feet at this location.

This will be a time and materials contract not to exceed \$30,000.

Financial Analysis: Funds are available in Account No. 300.68.53250.

Recommendation: Approval

Attachments: None

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@Frankfort-KY.gov

- 6.8** To authorize an easement for purposes of laying a gas line over the property of the City of Frankfort located at the intersection of US 421 and US 460 (the Fire Station property) to Columbia Gas of Kentucky, Inc. (City Solicitor).

Purpose: To grant Columbia Gas of Kentucky, Inc. an easement for purposes of laying a gas line over the property of the City of Frankfort located at the intersection of US 421 and US 460 (the Fire Station property).

Background: Columbia Gas of Kentucky, Inc. requested the City to grant it an easement for purposes of installing a natural gas line on the Fire Station property located at the intersection of US 421 and US 460. Chief Possich has indicated that this easement will not affect the operations of the City of Frankfort.

Financial Analysis: Columbia Gas of Kentucky, Inc. has agreed to pay the City of Frankfort \$500 for this easement.

Recommendation: Approval

Attachment:

- Easement

Contact Person

Name: Rob Moore
Title: City Solicitor
Department:
Phone: 502/227-2271
Email: rmoores@hazelco.com

6.9	<u>Personnel Action</u>	<u>Employee</u>	<u>Department</u>	<u>Date</u>	<u>Other</u>
	Appointment	Fanta Bayo	Sewer	1/2/08	Pretreatment Coordinator/Chemist,
	Retirement	George G. Quire	Police	12-31-07	Building Maintenance II; request authorization to pay all accrued time as of effective date.
	Resignation	William A. Stratton	Police	12/14/07	Patrol Officer III; authorize payment of all accrued time as of effective date
		Thomas L. Downey	Public Works	12-18-07	Tech III

Attachments:

- Resignation letter – William A. Stratton
- Resignation letter – Thomas L. Downey
- Retirement letter – George G. Quire

Contact Person

Name: John Morrow
Title: Director
Department: Human Resources
Phone: 502/875-8500
Email: jmorrow@frankfort-ky.gov

7. BOARD APPOINTMENTS

7.1 Capital City Museum Board

- Reappointment of Crit Luallen for a term ending 12-31-10
- Reappointment of Louis Tandy for a term ending 12-31-10
- Reappointment of Martha Moore for a term ending 12-31-10
- Reappointment of Mary Smith for a term ending 12-31-10

Attachments:

- Letters of recommendation from Mayor May
- Crit Luallen - resume
- Louis Tandy - resume
- Martha Moore - resume not available
- Mary Smith - resume not available

8. OLD BUSINESS

None

9. NEW BUSINESS

- 9.1** To authorize a community movie project with e-Local Link/CGI Communications through the U.S. Conference of Mayors for use on the City of Frankfort's web site.

Purpose: To authorize a community movie project with CGI Communications through the U.S. Conference of Mayors for use on the City of Frankfort's web site.

Background: E-local Link/CGI will develop a series of brief streaming videos of Frankfort to showcase and promote Frankfort and enhance the City's web site. This program is offered at no cost to the City. Costs are offset by sponsorships offered to local businesses. This program is currently being used by several communities in Kentucky. Frankfort is one of three Kentucky cities selected for this program this year.

Recommendation: Approval

Attachment:

- Summary of Community Video Showcase Program
- E-local Like/CGI Sponsorship Policy

Contact Person

Name: Tony Massey
Title: City Manager
Department: City Manager
Phone: 502/875-8500
Email: Amassey@frankfort-ky.gov

10.CITIZEN COMMENTS (Agenda Items Only)

11.COMMISSIONER COMMENTS (Agenda Items Only)

12. CLOSED SESSION PER KRS 61.810 (1)(F) PERSONNEL

13.ADJOURNMENT